



**DEPARTMENT OF THE ARMY
HEADQUARTERS, 26TH AREA SUPPORT GROUP
UNIT 29237
APO AE 09102-0237**

AEUSG-LO-T

1 February 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 26th ASG Command Policy Memorandum 31, Interagency Fleet Management Services Nontactical Vehicle Utilization

1. References:

- a. AR 58-1, Management, Acquisition and Use of Motor Vehicles, 28 January 2000.
 - b. Army in Europe Regulation 58-1, Management, Acquisition, and Use of Nontactical Vehicles, 27 January 2003.
- 2. The intent of this policy is to ensure optimum use of non-tactical vehicles, and in addition:**
- a. Maintenance of an adequate fleet of Interagency Fleet Management Services (IFMS) Nontactical Vehicles (NTV) to meet our daily Base Operations (BASOPS) mission requirements.
 - b. Flexible, effective and efficient IFMS vehicle utilization.
 - c. Establish a Permissible Operating Distance (POD), limited to a one-way distance of 100 miles. A higher POD, pursuant to the needs of the command, may be established. Approval to exceed the POD must be obtained from the BSB TMP Motor Officer. Requests will be considered on a case-by-case basis.

3. Tenant unit commanders at all levels will review their IFMS NTV requirements, use, and justifications for vehicles on recurring dispatch. BSB Commanders shall appoint responsible personnel as Unit Transportation Coordinators (UTC) to manage internal unit NTV requirements with their supporting BSB TMP.

4. The BSB TMP Motor Officer will provide UTC's with a monthly notification of vehicles that fail to meet established utilization criteria, paragraph 6, below. The UTC will be directed to return identified vehicles to the BSB TMP for daily dispatch, to determine if they are still required for the units BASOPS mission. After 30 days, if utilization has not improved to required standards, vehicles will be assigned to the General Dispatch (GD) fleet for daily use by Community activities. After an additional 30 days, vehicles returned to the GD fleet, which fail to meet established standards, will be permanently deleted from the appropriate BSB TDA and returned to IFMS.

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5. All IFMS vehicles found to be underutilized, or mismanaged, by BSB TMP Motor Officers, or the ASG Transportation Officer, shall be returned to the appropriate BSB TMP. BSB TMP Motor Officers must review utilization factors to effectively monitor and manage the IFMS NTV fleet to ensure the efficient accomplishment of the BASOPS mission.

6. All IFMS NTV's assigned shall be subject to utilization criteria shown below.

a. Mission requirement: A unit must have an essential and documented need for a vehicle to be dispatched on a recurring basis. Need must reflect that use of the GD fleet would be detrimental to the units BASOPS mission.

b. Daily use requirement: A minimum of 20 days, or 70% vehicle availability, usage each month.

c. Mileage use requirement: A minimum of 850 miles (1,360 kilometers) per month.

d. Criticality of use requirements: Vehicles exempt from utilization criteria, based on criticality of need, are as follows: Commanders of Battalion level units and larger, USAREUR Deputy Chiefs of Staff, the Fire Department, Military Police, Emergency Medical Services, Physical Security, Protocol, and some DPW Craftsmen. All other assigned vehicles must meet requirements of paragraph 6a through 6c to remain on recurring dispatch.

7. Point of contact for this action is the 26th ASG S4/DOL, DSN 373-8296.

/s/

ROBERT C. RUSH, JR
Colonel, IN
Commanding

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